

CHAPTER 20 - OVERHEAD AND TEAMS

OVERHEAD AND TEAMS OVERVIEW

Personnel must be ordered and requested by the position and description found in the *NWCG Standards for Wildland Fire Position Qualifications, PMS 310-1* or other agency approved qualification guides.

Standards for Wildland Fire Position Qualifications

Overhead positions are listed in the NWCG Standards for Wildland Fire Position Qualifications, PMS 310-1. This document is located at: <https://www.nwcg.gov/publications/310-1>

The Incident Qualifications and Certification System (IQCS), and the Incident Qualification System (IQS) are information management systems that track training and certifications for Wildland Firefighters. For a complete list of all NWCG recognized Position Codes, refer to the Position Codes listed at: <https://www.nwcg.gov/positions>

Overhead Mobilization and Demobilization

Units filling requests for personnel are responsible for ensuring all performance criteria are met. Requests will be processed as "fully qualified" unless "Trainee Required/Acceptable" is selected as an inclusion in IROC. The sending unit must designate a Flight Manager when two or more personnel travel together to the same incident via non-commercial air transport. For further information on Flight Managers refer to Chapter 50.

Mobilization for Great Basin

GBCC will fill orders from the most logical source available. This choice will be made based on urgency or need, availability, delivery time, reasonable cost effectiveness, operational impact on other units, consideration of the integrity of the overall program and, above all, safety. Units filling requests for personnel are responsible for ensuring **ALL** performance criteria are met.

All efforts should be made to fill requests with federal and state personnel/equipment first, followed by cooperators, ADs, and contractors. See *National Interagency Standards for Resource Mobilization*

If a request requires individuals to be self-sufficient for the duration of the assignment, they must be able to procure food, lodging and local transportation.

If a request requires the length of assignment to be longer than 21 days, a Detail Request Form will be completed and routed through established dispatch channels with the request.

Demobilization for Great Basin

Orderly flow of personnel and resources from the incident to their place of origin must follow the reverse order of mobilization and remain within established communication channels. Emphasis will be placed on having personnel home no later than 2200 local time during all demobilization. It must be recognized that occasionally the availability of large transport aircraft will dictate the time frames of the demobilization of resources.

GBCC shall inform other centers, with fire activity, as resources are being released and becoming available within the Great Basin for possible reassignment.

Prior to demobilization, resource availability for reassignment should be determined. Specify the last days off and how many days the resource has remaining on their tour will be provided before a resource is released to their home unit.

If a resource is released for disciplinary reasons, no reassignment will be considered. The home unit and

appropriate GACC will be informed of disciplinary action.

Host units, ICs or appropriate evaluators will complete performance evaluations based on qualification levels or the ability to do the job, for suppression/support resources. Sub-standard performance evaluations shall be immediately filled out and sent to the local line officer and to the responsible agency coordinating group representative.

Supplemental Fire Department Resources

Supplemental Fire Department Resources are overhead provided by a local fire department through agreements and are mobilized primarily for response to incidents/wildland fires outside of their district or mutual aid zone. They are not a permanent part of the local fire organization and are not required to attend scheduled training, meetings, etc. of the department staff.

When mobilizing Supplemental Fire Department Resources outside of the fire district or mutual aid zone the mobilization will follow established ordering procedures.

Name Requesting Single Resource Overhead

Name requests for Overhead resources will be honored whenever possible, regardless of the type of order. If a name request is a position that has been identified as a critical need within the GACC (i.e. Helicopter Manager), the request may be denied.

Prior to placing a name request order, the ordering unit should try to fill the request locally or within the geographic area prior to sending the request nationally. The ordering unit must confirm availability for the individual being requested prior to placing the request. All name requests must include the individuals current dispatch location.

Trainee Request

Name request for geographic area priority trainee positions will be justified within the special needs as being approved by the Geographic Area Training Representative (GATR) and will be processed without delay.

Technical Specialist

Use of Technical Specialist (THSP) position code should be a name request documented in Special Needs of the resource order, when no established NWCG catalog item represents the job to be performed. Examples: Duty Officer, Center Manger, Air Resource Advisor, etc.

Remote Employee

Remote employees who are detached from their home unit (e.g. USFS Washington Office, NIFC, etc.) should typically be dispatched from the dispatch area where they physically reside. Incident qualifications and training administration will remain with the resource's home unit.

Off-Site Assignment

Work performed by individual employees in support of an incident while remaining at the employee's duty station or other designated off-site location. This information should be included in Special Needs of the resource order.

INTERAGENCY WILDLAND FIRE MODULES

See *National Interagency Standards for Resource Mobilization* and the *NWCG Standards for Wildland Fire Module Operations*

Interagency Wildland Fire Module Mobilization

Geographic Areas will mobilize local Interagency Wildland Fire Modules internally. There are local unit agreements to share Wildland Fire Modules between bordering units in different Geographic Areas. The Wildland Fire Module Leader will contact the ordering unit to discuss incident/project requirements.

HELICOPTER MODULE

Refer to Chapter 50 for specific information on helicopter ordering, capabilities, use, and type.

For minimum module standards for national mobilization for helicopter modules, see *Interagency Standards for Fire and Fire Aviation Operations* (NFES 2724)

If the intended use of the module is for initial attack, the Helicopter Manager (HMGB) request must specify that a fitness level of arduous is required. Any other qualification requirements (ICT4, etc.) must also be specified.

CWN Helicopter and Module

Units requesting helicopter modules for CWN helicopters should first attempt to fill the module positions internally before placing the requests to the GACC and NICC.

ALL CWN helicopters will be managed by a qualified HMGB and qualified Helicopter Crew Members (HECM) as required. The module requests should be coordinated with anticipated helicopter delivery time and location.

When a CWN helicopter is ordered, a qualified HMGB must be identified. The HMGBs name and contact information will be provided on the resource order before NICC will assign a helicopter.

If the helicopter has not been filled in IROC, the module personnel may be ordered as an Overhead Support order (O). If the helicopter has been ordered and **filled**, the module should be ordered in a roster configuration as A dots. Regardless of how the module is ordered, the helicopter should be in rostered configuration prior to mobilization to an incident with all module personnel.

HMGB and HECMs must be qualified in accordance with agency policy. See the NWCG Standards for Helicopter Operations (SHO), Chapter 2 for a summary of personnel requirements.

CWN Helicopter Modules Support Equipment

CWN modules should be ordered with the following support equipment listed in Special Needs:

- Flight Helmets
- Portable Programmable Radios
- Other miscellaneous equipment needed for the assignment/mission.
- Other support equipment (cargo nets, vehicles, laptops etc.) as needed.

For all agencies within the Great Basin, the following CWN/On-Call Helicopter Manager/Module requirements shall be met:

Helicopter Type	FAA Standard / Transport Category	FAA Standard Category / Temporarily Designated for Limited Use	FAA Standard Category Permanently Designated for Limited Use or FAA Restricted Category
1	Manager plus four (4) Helicopter Crewmembers	Manager only	Manager only
2	Manager plus three (3) Helicopter Crewmembers	Manager only	Manager only
3	Manager plus two (2) Helicopter Crewmembers	Manager only	Manager only

HELICOPTER RAPPELLERS See *National Interagency Standards for Resource Mobilization*

Rappellers primary mission is initial attack. When Rappellers are needed for initial attack with aircraft, they are to be requested in IROC as “RPIA – Load, Rappeller, Initial Attack” on an Aircraft request. All initial attack orders will be honored, regardless of Geographic Area boundary, when rappellers are available. Additional mission specific information should be documented on the resource order. When ordered for initial attack, Rappellers will be self-sufficient for 36 hours after deployment on an incident and are assigned to the user unit until released.

Great Basin Helicopter Rappellers

There are 5 USFS Forest/Regional aircraft with personnel that are available for use within the Great Basin. Availability is subject to the needs of the home unit and national demand.

Rappeller Booster Requests

Reppel booster load will be ordered as individual Overhead requests in IROC. Requests can be filled by one or more Rappel Bases within or outside the Geographic Area. Additional personnel qualification needs (i.e., Type 5 IC, FAL1) should be specified in the resource order under Special Needs. Transportation can be accomplished by driving, chartered aircraft, or commercial travel and can be negotiated by the sending and receiving units.

SMOKEJUMPERS See *National Interagency Standards for Resource Mobilization*

Smokejumpers primary mission is initial attack. All initial attack orders will be honored when smokejumpers are available. There are two primary methods for ordering smokejumpers, initial attack load or booster load/individual smokejumper. The type of order should be predicated on immediate need or augmentation.

Individual Smokejumper and Booster Requests

Smokejumper boosters are utilized to increase smokejumper capability at a base or within a Geographic Area. Booster requests should be based on current and/or expected fire activity with an understanding that boosters should be released back to home or hosting unit(s) or made available to higher activity areas if activity does not develop at receiving unit. Boosters are ordered by individual Overhead requests and can be filled from one or multiple bases. Booster requests may specify a desired delivery system (round or square parachutes). Smokejumper aircraft must

be ordered separately if the aircraft is needed beyond delivery of the smokejumpers. NICC, GACCs, and local dispatch centers should communicate with the hosting and potential sending smokejumper base(s) before the order(s) are placed and filled.

When a long-term commitment is requested and cannot be met through a preposition or IA load, a booster of jumpers can be ordered by individual Overhead requests. The request may be filled using jump ships, driving, charter aircraft or commercial travel and can be negotiated between the requesting unit and the GACC.

If smokejumper aircraft are used to deliver boosters, the load should travel in a jump ready configuration. Booster requests may specify a desired delivery system, round or square parachutes. Movement of Smokejumpers will be coordinated through GBCC. For Smokejumper Bases and Aircraft information see Chapter 50.

Smokejumper Contingency / Satellite Base

A smokejumper contingent is ordered and mobilized with an aircraft, spotter, and approximately 12 smokejumpers from the home base to an area of need, for a moderate to long term duration (greater than 72 hours). The contingent is activated to reduce the response time for more effective initial attack for an area or zone. The contingent should have enough cargo, smokejumpers, and supplies that the aircraft can operate out of that new location (satellite base) for multiple missions before being resupplied. Smokejumper personnel will be rotated and supported via the home jump base.

See Chapter 50 for more information on smokejumper contingent ordering.

NON-STANDARD OVERHEAD GROUPS

The generic overhead catalog items “FUMD – Module, Fuels” or “SMOD – Module, Suppression” will be used to order non-standard overhead groups. All requests for these catalog items will be placed through established ordering channels using an Overhead Group Request. Coordination between requesting and sending units must occur.

Rapid Extraction Module Support (REMS)

The Rapid Extraction Module Support is a pre-staged rescue team assigned to a wildland fire to provide firefighters a safe, effective, and efficient method of egress off the fire line in the event of injury or illness incurred during firefighting operations. It is the intent of REMS to provide firefighters who are unable to egress under their own power, a safe and secure transport off the fire line while simultaneously receiving the appropriate medical attention.

While REMS does not intend to replace ground or air transport, ideal conditions may not exist due to several circumstances such as heavy smoke inversion, no roads, or equipment malfunctions. REMS provide incident managers another option to reach incapacitated firefighters, with fully equipped resources, prepared to package and transport injured or ill personnel off the fire line to appropriate medical care unit (Ground or Air Ambulance).

For a full list of what a REMS module will consist of, see the *Firescope California 2022, REMS ICS-223*.

REMS will be created in IROC using an overhead group with the qualification Module, Rapid Extraction Support (GACC ONLY), and will use the following naming convention:

MODULE – RAPID EXTRACTION SUPPORT – AGENCY – RESOURCE NAME

Once the need for a REMS has been determined by an incident, it will be placed through normal dispatch channels, as an overhead group Module, Rapid Extraction Support (GACC ONLY).

Special Needs on the order will specify AOV or 4X4 rental vehicle authorized, ALS and REMS Kit approved.

NON-STANDARD OVERHEAD INDIVIDUAL REQUESTS

Area Aviation Coordinator

The Area Aviation Coordinator may work with GBCC, GBMAC, or directly with the local unit. They will interact with incident Air Operations Branch Directors, frequency managers and aviation safety specialists.

Required minimum qualifications:

- Experience as an agency aviation program manager.
- In depth knowledge of the dispatch/coordination system, management of national aviation resources, and aviation management strategies based on National and GACC Preparedness levels.

Recommended minimum qualifications:

- Fully qualified as an Air Ops Branch Director (AOBD) or Air Support Group Supervisor (ASGS)
- Situations in which an Area Aviation Coordinator should be ordered include, but are not limited to:
 - MAC group is in place locally or at the geographic area level.
 - Large incidents are in close proximity without an Area Command Team in place.
 - Heavy initial or extended attack, where a large number of non-local aircraft are stationed within, or assigned to, a unit for an extended period.

Communications Coordinator (COMC)

A COMC must be assigned when a second 4390 Starter System is assigned to any incident within a one hundred (100) mile radius of the first assigned 4390 Starter System. The COMC should be requested as a name requested position.

The GACC will coordinate ordering with the National Interagency Incident Communications Division (NIICD) in Boise, ID by calling the National Communications Duty Officer (CDO). Rental vehicle, lap top computer and cellular phone should be authorized when placing the request.

NIICD Communications Duty Officer: (208) 387-5644

It is important that this position be ordered as early as possible to alleviate the possibility of frequency conflicts during multi-incident situations.

COMC Duties and Responsibilities See *National Interagency Standards for Resource Mobilization*

Field COMC Duties and Responsibilities See *National Interagency Standards for Resource Mobilization*

Incident Meteorologist (IMET)

IMET status will be maintained by the respective Geographic Area in IROC. Status will include updated contact information, the home jetport, individual qualifications, and current availability.

When a National Weather Service (NWS) IMET is needed for an incident or project, the request will be placed up to the GACC. When ordering, specify whether the request is for wildfire response or prescribed fire; if prescribed fire, provide number of days IMET is expected to be deployed. The GACC will contact the NWS National Fire Weather Operations Coordinator (NFWOC) by calling the NWS Incident Response Desk.

NWS Incident Response Desk: (877) 323-4638

For more information See *National Interagency Standards for Resource Mobilization*

Air Resource Advisor

Air resource advisor (ARA) will be ordered as a Technical Specialist (THSP). Air Resource Advisors should be assigned on all Type 1 or 2 incidents or whenever a CIMT is assigned. ARAs address public health and safety impacts of smoke, including effects on roadway visibility for an IMT, and are part of the USFS-led Interagency Wildland Fire Air Quality Response Program.

The GACC will contact the Interagency Wildland Fire Air Quality Response Program (IWFAQRP). Requests in Great Basin for ARAs will be coordinated through:

Paul Corrigan, Smoke Specialist, at (801)-440-1350 first.

Seth Morphis, Smoke Specialist, at (406)-203-8789 second, and if unavailable, call the

USFS W.O. FAM Air Resource Specialist (661)-438-1272 third.

ARAs are authorized by the Dingell Act (2019) with explicit direction for use on Type 1 and Type 2 incidents. ARAs are a useful asset for CIMTs and should be considered when fire complexity escalates. ARAs are ordered through the CIMT, or Agency Administrator, and assigned under the Planning Section Chief.

Orders should be placed as an individual Overhead Name Request for “THSP” with the name provided by the Smoke Specialist, and “Air Resource Advisor (ARA)” documented in Special Needs. Laptop computer & cell phone are authorized. The resource will need an agency, or rental vehicle, capable of hauling bulky smoke monitoring kits. If the incident does not have internet connectivity, a MiFi Broadband unit is authorized. Orders will be placed utilizing established dispatch channels.

For additional information, including AD pay rates, refer to the Wildland Fire Air Quality Response Program website <https://wildlandfiresmoke.net>.

For Smoke Monitoring Kits, see Chapter 40 Equipment and Supplies.

Cache Support Positions

These positions are available to assist fire caches during periods of high activity or when shortages of locally trained personnel hinder cache operations:

- CASC – Cache Supply Clerk
- CAST – Cache Supply Supervisory Clerk
- CDSP – Cache Demobilization Specialist
- FLOP – Forklift Operator
- WHHR – Warehouse Materials Handler
- WHLR – Warehouse Materials Handler Leader
- ACMR – Assistant Cache Manager
- FCMG – Fire Cache Manager

Specialized Aviation Positions

Aviation Safety Assistance Team members, Maintenance, Avionics Inspectors, as well as Aviation Safety and Operations Specialist positions are ordered through normal dispatch channels through GBCC as a THSP.

Operations Specialist may be ordered for either fixed-wing or helicopter (rotor-wing) and should be specified in Special Needs. Helicopter Operations Specialists are drawn from Regional/State/Area Office aviation management or selected helicopter managers, local aviation managers and others who possess the skills and qualifications to perform the job.

Fixed-Wing Base Operations Specialists should have a working knowledge of large air tanker bases, SEAT bases and retardant operations.

Frequency Coordinator

The Great Basin Frequency Coordinators are responsible for coordinating with NIICD at NIFC, local units and GBCC for assignment, coordination, and control of frequencies.

Pilots Qualifications

For a complete list of pilot qualifications, refer to the following link:

https://www.nifc.gov/nicc/logistics/aviation/Lead_Planes.pdf

INTERAGENCY INCIDENT MANAGEMENT TEAMS (IMTs)

See *National Interagency Standards for Resource Mobilization*

NMAC Management of IMTs

NMAC is delegated authority to prioritize and direct the use of all team assignments for Complex Incident Management Teams (CIMTs), National Incident Management Organization (NIMO), and Area Command Teams as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons. NMAC engagement in IMT management will occur according to direction contained herein.

When situations warrant (determined by NMAC), rationale is required by NMAC for assignment of Complex, NIMO, and Area Command Teams prior to mobilization.

To manage fatigue, promote mental health and well-being, and provide opportunities for CIMT members to attend to work and personal responsibilities, all IMTs will have 7 days of unavailability upon return from any assignment geographically or nationally (including preposition) of 7 days or more (exclusive of travel). (This applies to the IMT; individuals may have differing agency requirements.) During periods of elevated need, there may be a request by NMAC for earlier availability. This will be determined and communicated as early as practicable and prior to the start of the team's unavailability period. A GA may extend a team's unavailability period for additional rest.

Interagency Incident Management Teams

Each GA is responsible for annual selection and rostering of CIMTs, developing an internal rotation schedule, and maintaining team availability commensurate with fire activity and mobilization guides as well as supporting national response needs. GAs will manage their CIMTs in accordance with the National Interagency Standards for Resource Mobilization and communicate with their NMAC liaison regularly on any changes or concerns.

Within the GA, CIMTs will be mobilized according to GA guidance, with the following exception: CIMTs ordered through NICC or prepositioned by NICC from the national rotation for staging within a GA will be prioritized for assignment to any new federal incident within that area or when a replacement team is needed within that area.

CIMTs will be requested through established ordering channels. When a GA cannot fill an CIMT order internally, the national rotation will be utilized. NMAC manages the national rotation and will direct changes to the management of geographic rotations based on preparedness levels and/or resource scarcity. NMAC, at any time, can direct a GA to utilize an out-of-area IMT.

CIMTs will be mobilized nationally according to the call-out procedures from the national rotation managed by NICC.

The intent of CIM is to strive for continuous improvement. This includes leadership development and mentorship opportunities unique to each incident. Individual teams are expected to seek to improve their capacity and to request and provide assistance as needed.

The assignment length and unavailability period for IMTs is determined based on the Incident Commander's (IC) travel. Refer to Chapter 10 for specific information on IMT length of assignment and mandatory unavailability.

IMT Configuration – ALL See *National Interagency Standards for Resource Mobilization*

All IMT configurations should follow NMAC Correspondence M2023-06:

<http://tinyurl.com/4vz2zpr8>

Complex IMT Configuration

CIMTs are expected to be fully rostered when available. CIMTs will be considered unavailable for assignment if the IC or more than one Command & General staff (C&G) position is vacant.

All CIMT rosters shall follow the standard CIMT configuration:

- Master CIMT roster will consist of 44 qualified personnel and 6 team trainees, for a total of 50.

The following seven positions must be filled with Complex or Type 1 qualified C&G responders:

- Incident Commander
- Public Information Officer
- Safety Officer
- Finance/Administration Section Chief
- Logistics Section Chief
- Operations Section Chief
- Planning Section Chief

The remaining 37 qualified positions and six trainee positions may be filled at the IC's discretion. A 50-position CIMT roster will be used when a CIMT is made available for assignment in IROC.

CIMT Mobilization Roster

Upon receiving an order, the mobilization roster will be finalized based upon incident complexity and will consist of the 50-position master roster, up to 26 additional qualified personnel, and up to an additional 14 trainee positions for up to 90 personnel.

The IC shall negotiate the mobilization roster configuration through communications with the ordering Agency Administrators (AA). This communication should include an overview of fire activity and resource availability geographically and nationally, to inform overhead and resource allocation, provided by a representative from the hosting GA. This representative may be one of the following:

- GA coordinating group or operations group representative.
- State/regional/equivalent-level Fire Management Officer (FMO) for the host agency.
- Geographic Area Coordination Center (GACC) CIMT Coordinator, if in place.

GA NMAC liaisons are encouraged to participate in roster discussions for awareness on challenges such as personnel availability and/or resource scarcity and to augment situational awareness from a national perspective.

CIMT Roster Negotiation

Agency Administrators will utilize the NWCG Wildland Fire Risk and Complexity Assessment (RCA), PMS 236, to guide the negotiation discussion, specifically Part D: Functional Complexity.

- The RCA will inform complexity by functional area and assist in identifying additional Incident Command System (ICS) position needs. Based on this discussion, the AA and IC may negotiate up to an additional 26 qualified and 14 trainee CIMT positions necessary to manage the incident.
- Continued use of Wildland Fire Decision Support System (WFDSS) is equally important for those agencies who do so.
- Document the agreed upon mobilization roster in the delegation of authority, with guidance for how further scaling will be communicated and accomplished during the team's assignment.
- The additional negotiated positions will be immediately added to the roster for mobilization. ICs may provide names of qualified available personnel to fill these additional negotiated positions; these name requests will be honored.
- Hosting GA representative will notify the receiving GA of any position shortages.
- When a CIMT is ordered to preposition, ICs will negotiate any positions in addition to the master roster with the ordering GA coordinating group chair to determine the mobilization roster.
 - Rosters for NICC preposition orders will be negotiated between the IC and NICC CIMT Coordinator based on direction from NMAC.
- To support incident workforce development and succession, assignment of trainees is strongly encouraged. Up to 20 trainees may be initially mobilized with a CIMT, six on the master roster and an additional 14 through negotiations based on incident complexity.
 - AAs and ICs should negotiate the number and types of trainees; consideration should be given to trainees critical to CIMT succession and to trainees in positions that are chronically difficult to fill nationally.
 - ICs should utilize trainees in their trainee position, not in a position in which the individual is already qualified.
 - Assignment of regular agency employees (including full time state and local agency personnel) deploying as trainees should be given priority over all other Administratively Determined (AD) trainees.

CIMT	Qualified	Trainees	Totals
Master Roster (Calendar Year)	44	6	50
Mobilization Negotiations (Incident Specific Needs)	Up to 26	Up to 14	Up to 40
Incident Total	Up to 70	Up to 20	Up to 90

Mobilization rosters in IROC will be closed at either 90 total positions or at the time of in-briefing. While it is recognized there may be incidents that require large numbers of overhead personnel for safe and effective management, additional personnel should be ordered based upon the specific incident needs rather than by increasing the CIMT roster beyond the approved configuration of 90 total personnel.

CIMT National Rotation Process

For 2024, all interagency CIMTs are included in the national rotation. Additional teams (such as state or local teams) may choose to participate and will be integrated appropriately with NMAC coordination.

- GACCs will ensure their respective CIMTs available for the national rotation are rostered in IROC.
- The national rotation list rotates every seven days.
- The list will identify availability based on the GA, which will determine which of their teams fills the order based on availability and internal rotations. Each GA will receive a number of places in the national rotation based on the number of CIMTs they host (i.e., a GA with three teams receives three places in the national rotation).
- Between January and April and October and December, the national rotation list will include two available CIMTs each week, identified by the GA for a 7-day period.

SAMPLE	1st Out	2nd Out
January 1 – 7	GA 1	GA 2
January 8 – 14	GA 3	GA 4

- IMT rosters may differ from peak season rosters; ad hoc CIMT rosters are acceptable.
- If additional teams are needed beyond the two in rotation, the requesting GA will follow established ordering channels by placing an order to NICC. The NICC will coordinate with the Geographic Areas to fill based on closest forces.
- Between May and September, the national rotation list will include a minimum of four (4) available CIMTs each week, identified by the GA for a 7-day period.

Sample	1 st Out	2 nd Out1	3 rd Out	4 th Out
April 29 – May 5	GA 1	GA 2	GA 3	GA 4
May 6 - 12	GA 5	GA 6	GA 7	GA 8

- If all four teams are mobilized, the next four GAs will be notified and asked to begin their 7-day availability period immediately.
- Geographic areas are responsible for managing their CIMT rotations and assignments to equitably spread assignments across teams.
- Historical data suggests a median of three assignments per calendar year per CIMT is an optimal goal for NMAC and GAs to manage towards.
- At any time, NMAC may adjust the number of available CIMTs in the national rotation to meet demands.
- Teams will be requested in order of the national rotation, provided they can meet the date and time needed. GAs must return a resource order as Unable to Fill (UTF) if no eligible CIMT can meet the date and time needed.
- CIMTs remain on-call for the national rotation for a maximum of 7 days.
- GAs unable to provide an CIMT when ordered for assignment from the national rotation list will be listed as unavailable on the national rotation.
- If the IC determines that the CIMT is underprepared for the incident due to experience or comfort levels of the C&G due to incident complexity, they may maintain their place in the national rotation without penalty and the next available CIMT will be requested.
- Prepositioned/staged CIMTs will be considered part of the rotation and will be the first utilized.
 - CIMTs on GACC preposition will be first within the GACC.
 - CIMTs on NICC preposition will be first nationally.
 - Hosting units will not hold prepositioned/staged CIMTs longer than 7 days.

- Preposition will count as an assignment when assigned 96 hours or longer from the date and time needed.
- A CIMT's first assignment, either internally or from the national rotation, will move them to Round 2 of the national rotation. Their second assignment will move them to Round 3.
 - Reassignment of a committed CIMT prior to demobilization will be counted as a single assignment within the round they were mobilized.
 - Teams mobilized in the previous calendar year and whose assignment extends into the new calendar year will not be shown as assigned in the new calendar year.
 - If a CIMT is ordered but canceled, unassigned, or released within 72 hours, it will return to its position on the national rotation.
- A rotation round ends when all available CIMTs have been exercised or are unavailable.
- The GA will coordinate with NICC before reassigning an out-of-area CIMT to another incident.
- CIMT extensions can be requested through existing approval processes.
- The CIMT current national rotation list and assignment history is maintained throughout the calendar year at: <https://www.nifc.gov/nicc/logistics/overhead>.

Regardless of Preparedness Level, NMAC retains the authority to manage all team assignments as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons. This also includes the authority to amend the national rotation or proceeding to a next round, as necessary.

NICC CIMT COORDINATOR

The NICC CIMT Coordinator will manage the national rotation list and serve as the NMAC CIMT Coordinator when this NMAC support function is activated. The CIMT Coordinator is responsible for communications with the GAs and ICs to ensure transparency in the process and clarity of guidelines.

NICC CIMT Coordinator: (208) 207-2859

NMAC CIMT Coordination Support *See National Interagency Standards for Resource Mobilization*

CIMT Assignment to All-Hazard Incidents

See National Interagency Standards for Resource Mobilization

NIMO Teams *See National Interagency Standards for Mobilization*

Area Command Team *See National Interagency Standards for Mobilization*

All-Hazard Incident Management Teams *See National Interagency Standards for Mobilization*

Incident Support Teams *See National Interagency Standards for Mobilization*

GREAT BASIN INCIDENT MANAGEMENT TEAMS

General Procedures

The Great Basin has six CIMTs. The teams are identified by team number, with the Incident Commander's last name added at the time of mobilization.

The Complexity Analysis may be used by the ordering unit, in consultation with the responsible Line Officer or Manager, in making decisions regarding the need for a CIMT (Type 1, Type 2 or Type 3 incident.) This will determine if a CIMT or T3 organization will be ordered.

Incidents that do not meet the above criteria will be filled on a case-by-case basis at the agency's discretion upon approval from the GBCG.

The primary mission of these teams is for wildland fire management. FEMA requests for teams will be honored by all federal agencies and on a case-by-case basis by the state and local cooperators. All teams will comply with the Great Basin IMT Standard Operating Guide.

ROLES & RESPONSIBILITIES FOR IMT COORDINATION AND MOBILIZATION

National Interagency Coordination Center (NICC)

- NICC is responsible for the CIMT national rotation.
- NICC will contact GBCC when the Great Basin shows on the national rotation.

Great Basin Coordination Center (GBCC)

- GBCC is responsible for coordinating and rostering the GB CIMTs.
- Maintaining current information regarding rotation/availability for national and Great Basin call-up rotation dates.
- Coordinating with the IC, roster manager or delegate, for roster configuration and substitutions as needed.
- Receiving, implementing, and processing mobilization requests from the ordering units through appropriate channels.
- Notify IC of on-call/standby status of team and any current fire activity which could potentially affect team status.
- Providing team status information on the GBCC Intel Morning Report. This information will be shared as appropriate with NICC and the local dispatch centers.
- Coordinating travel arrangements between sending and receiving units when necessary.
- Providing an end-of-the-year report of team utilization in the GBCC Annual Reports.

Local Dispatch Centers

- Local dispatch centers may assist team members with statusing availability via IROC, 24 hours prior to their on-call rotation period.
- Will assist with team member notifications, if requested.
- Will communicate with team members as they make themselves unavailable for a call-out period.
- Will receive mobilization/demobilization order and process according to dispatch plan.
- Will coordinate with GBCC concerning team members' transportation arrangements as needed.

Great Basin Complex Incident Management Teams (CIMT)

There are six CIMTs in the Great Basin. The Incident Commanders are:

Team 2 – Tony DeMasters	E-mail: tonydemasters@yahoo.com
Team 3 – Brett Waters	E-mail: brett.waters@forestry.nv.gov
Team 4 – Steve Shaw	E-mail: srshaw@blm.gov
Team 5 – Trent Ingram	E-mail: trent_ingram@fws.gov
Team 6 – Mack McFarland	E-mail: mack_mcfarland@nps.gov
Team 7 – Mike Johnston	E-mail: michael.b.johnston@usda.gov

Current Year CIMT Members

Current year CIMT member rosters for the Great Basin are listed on the following websites:

<https://gacc.nifc.gov/gbcc/overhead.php>

GREAT BASIN CIMT ROTATION

2024 Great Basin CIMT Rotation			
	1st Out	2nd Out	3rd Out
May 10 - 16	Team 5 - Trent Ingram	Team 7 - Mike Johnston	Team 2 - Tony DeMasters
May 17 - 23	Team 7 - Mike Johnston	Team 2 - Tony DeMasters	Team 4 - Steve Shaw
May 24 - 30	Team 2 - Tony DeMasters	Team 4 - Steve Shaw	Team 6 - Mack McFarland
May 31 - June 6	Team 4 - Steve Shaw	Team 6 - Mack McFarland	Team 3 - Brett Waters
June 7 - 13	Team 6 - Mack McFarland	Team 3 - Brett Waters	Team 5 - Trent Ingram
June 14 - 20	Team 3 - Brett Waters	Team 5 - Trent Ingram	Team 7 - Mike Johnston
June 21 - 27	Team 5 - Trent Ingram	Team 7 - Mike Johnston	Team 2 - Tony DeMasters
June 28 - July 4	Team 7 - Mike Johnston	Team 2 - Tony DeMasters	Team 4 - Steve Shaw
July 5 - 11	Team 2 - Tony DeMasters	Team 4 - Steve Shaw	Team 6 - Mack McFarland
July 12 - 18	Team 4 - Steve Shaw	Team 6 - Mack McFarland	Team 3 - Brett Waters
July 19 - 25	Team 6 - Mack McFarland	Team 3 - Brett Waters	Team 5 - Trent Ingram
July 26 - August 1	Team 3 - Brett Waters	Team 5 - Trent Ingram	Team 7 - Mike Johnston
August 2 - 8	Team 5 - Trent Ingram	Team 7 - Mike Johnston	Team 2 - Tony DeMasters
August 9 - 15	Team 7 - Mike Johnston	Team 2 - Tony DeMasters	Team 4 - Steve Shaw
August 16 - 22	Team 2 - Tony DeMasters	Team 4 - Steve Shaw	Team 6 - Mack McFarland
August 23 - 29	Team 4 - Steve Shaw	Team 6 - Mack McFarland	Team 3 - Brett Waters
August 30 - Sept 5	Team 6 - Mack McFarland	Team 3 - Brett Waters	Team 5 - Trent Ingram
Sept 6 - 12	Team 3 - Brett Waters	Team 5 - Trent Ingram	Team 7 - Mike Johnston
Sept 13 - 19	Team 5 - Trent Ingram	Team 7 - Mike Johnston	Team 2 - Tony DeMasters
Sept 20 - 26	Team 7 - Mike Johnston	Team 2 - Tony DeMasters	Team 4 - Steve Shaw
Sept 27 - Oct 3	Team 2 - Tony DeMasters	Team 4 - Steve Shaw	Team 6 - Mack McFarland
Oct 4 - 10	Team 4 - Steve Shaw	Team 6 - Mack McFarland	Team 3 - Brett Waters
Oct 11 - 17	Team 6 - Mack McFarland	Team 3 - Brett Waters	Team 5 - Trent Ingram
Oct 18 - 24	Team 3 - Brett Waters	Team 5 - Trent Ingram	Team 7 - Mike Johnston

CIMT rotation is established following the Great Basin team selections and is approved by February every year. The rosters and rotation are approved by the GB OPS committee and the GBCG.

Each on-call period will begin at 0001 hours Friday (MT) and continue through the following Thursday at 2400 hours (MT). The CIMT call-out schedule will be three weeks on and three weeks off during the established GB schedule. On-call team members will be available for mobilization within two hours during the designated period of call-out.

CIMT will be considered unavailable for assignment if the primary IC or IC and one Command and General staff position are vacant. The Deputy IC may be allowed to take the team with GBCG approval. Any deviation to the availability and substitution principle must have GBCG and NMAC approval.

If the CIMT is unavailable, NICC will be notified, and GBCC will be removed from the National Rotation until a time when the next team becomes available.

Procedures for Notification of Rotation Updates

GBCC will notify the IC or delegate of the affected CIMT of any rotation updates or changes. The IC will notify their team members. The team members are responsible for statusing themselves in IROC.

GREAT BASIN CIMT COORDINATOR SUPPORT

GBCC will support the National CIMT coordinator and NMAC by relaying team activity, mobilization, demobilization, availability, and prepositioning information in a timely manner or as requested.

The GB CIMT coordinator will work directly with the GBCG chair and the GBCC center manager with communication on team rosters, rotations and availability.

CIMT REASSIGNMENT AND DEMOBILIZATION PROCEDURES

Reassignment

No reassignment of out-of-area CIMTs, from one incident to another, will occur unless done in coordination with NICC, NMAC representative and GBCG Chair. Reassignments of in-GACC teams may occur but must be coordinated with the GACC Center Manager, GBCG chair, or GBMAC Support Coordinator (if in place) and NICC/NMAC.

Demobilization

Normal demobilization procedures for CIMTs will involve demobilizing the entire team at the same time. In rare circumstances, a unit can request continued assistance from an individual team member prior to team departure. Concurrence from the team IC will be necessary for this to occur.

CIMTs will have a mandatory 7-days unavailability after each assignment. The unavailability will begin on the day after the IC's travel is completed. See *NMAC Correspondence M2023-06*

Team Performance Evaluation

Team performance evaluations will be completed by agency line officers for all incidents within their jurisdiction. Performance evaluation forms or narratives shall be completed utilizing the National Evaluation Form found in the *Interagency Standards for Fire and Fire Aviation Operations*. The evaluation form will be forwarded to the Great Basin Operations Committee Chair within 14 days of the close-out by the IC.

Agency line officers should follow-up with the IC 60-90 days following the close of the incident to provide feedback on the incident finance package.

GREAT BASIN TYPE 3 INCIDENT MANAGEMENT TEAMS

Type 3 IMTs which have been approved through the GB Operations committee and GBCG may be available for off unit assignment within and outside of the Great Basin, they will be referred to as Standing T3 IMTs.

Incident requests for a Standing T3 IMT within the geographic area, GBCC will follow the closest forces concept. For Standing T3 IMT assignments outside of the Great Basin, the pre-established rotation will be followed.

GB Standing Type 3 Rotation

Standing Type 3 IMT rotation will run from mid-May to mid-October. Rosters for the teams will be maintained by GBCC and ICs will work with the GBCC Overhead desk for accuracy.

Availability of Type 3 Standing IMTs for outside of the hosting state will be determined by the Fire Board of Directors or governing board chair. Once the Standing Type 3 IMT has been approved for out of state assignment, GBCC will contact the IC for roster fill information.

INTERAGENCY BUYING TEAMS (BUYT)

The primary mission of a BUYT is to support the local administrative staff with incident acquisition. BUYTs are ordered by the incident host agency and report to the Agency Administrator or other designated incident agency personnel.

- Additional information on BUYT, including responsibilities and coordination, can be found in the following: NWCG Standards for Incident Business Management, PMS 902: <https://www.nwcg.gov/sites/default/files/publications/pms902.pdf>
- National Interagency Buying Team Guide: <https://www.nwcg.gov/committees/incident-business-committee>

BUYT Configuration

National Interagency BUYTs

BUYTs are comprised of a leader and six team members. One of the six members may be assigned as an assistant or deputy leader. In addition to the seven member team, personnel from the incident host agency or alternate Buying Team members may be added as needed, to supplement the primary team. Two members of the team must be Contracting Officers. National Interagency BUYTs will consist of the following positions:

- Two qualified procurement personnel
- Four personnel support positions
- One procurement or leader trainee

Geographic Interagency BUYT's

Geographic BUYTs can range in personnel from three to five members, one member shall have delegated procurement authority, i.e., warrant and should consist of the following:

- One qualified procurement personnel
- Two to three personnel support positions
- One trainee

BUYT Mobilization See *National Interagency Standards for Resource Mobilization*

BUYT Rotation Process

- BUYTs will remain on-call for a maximum fourteen days.
- At the time (clock hour and day of week) a BUYT from the BUYT Rotation list is requested, the next eligible BUYT in rotation will be notified and will remain in call status for the next fourteen-day period. The next two BUYTs in rotation will also be notified of the schedule change.
- Geographic Areas unable to provide a BUYT when ordered for a national assignment will be listed as unavailable on the BUYT Rotation and will not be considered until the designated Geographic Area slot rotates into position again.
- Geographic Areas with more than one BUYT may decide which "eligible" team responds to a national call. Geographic Areas must pass if no "eligible" BUYT can meet the needed date/time of the request.
- BUYTs will be considered unavailable for a national assignment if more than two procurement or support positions are to be filled with a substitute.

NMAC retains the authority to adjust the BUYT Rotation list when necessary to achieve team experience objectives or for other reasons.

The national rotation and current assignment history can be found at:

<https://www.nifc.gov/nicc/logistics/overhead>

GREAT BASIN BUYING TEAMS

General Procedures

Great Basin Geographic Area has established National and Geographic Buying Teams. When activated, a BUYT will be assigned to and work for the Line Officer or designate Administrative Representative of the unit with the incident(s). The teams will be requested as a team only through established dispatch channels and not as miscellaneous overhead.

The Geographic BUYTs consist of four positions: one qualified procurement personnel, two support personnel and one trainee. Each team shall have at least one procurement official with a minimum \$25,000 warrant authority. Support personnel from the incident agency may be used.

Every effort will be made to substitute BUYT personnel within the Geographic Area. The BUYT Coordinator will maintain the list of in-GACC qualified BUYT member alternates. A prioritized list of BUYT member trainee(s) is maintained by the Great Basin priority trainee program to be utilized if needed.

If the BUYT Leader is unavailable, please contact the BUYT Coordinator for a substitute:

Rhonda Shay, UT DFFSL: 385-266-2655 (cell) rshay@utah.gov

If a substitute team leader is not available, the entire team is unavailable. The next team in rotation will move up to on-call status.

During high fire activity, incident and agencies are encouraged to share BUYTs with neighboring units as needed.

Roles and Responsibilities

For both National and Geographic Buying Teams, a substitute can be filled from the Alternate BUYT member list. It is the responsibility of the BUYT Leader and/or BUYT Coordinator to provide substitutions and an updated roster to GBCC.

BUYT leaders have the option of standing their team down at any time. If a team stands down, the remaining members may be available for single resource assignment.

Buying Team Member

- Buying team members will update their status in IROC 24 hours prior to coming available.
- BUYT members are unavailable for non-team assignments without prior approval of the BUYT leader.
- It is incumbent on each team member to make notification to his/her BUYT leader and local dispatch center if he/she will be unavailable for the call-out period.

GBCC

- GBCC will track the rotation status of the BUYT and the IROC roster.
- Geographic rotation schedule will mirror the GB CIMT rotation, there will be two teams available per two-week rotation period for national availability.
- Once a team has been mobilized the next team on rotation will be notified. Permission must be obtained from the Buying team coordinator prior to early call out of an off-rotation BUYT assignment.

Local Dispatch Centers

- Local dispatch center may assist team members with statusing availability via IROC.
- Receive mobilization/demobilization order and process according to established dispatching procedures.
- If a unit needs additional procurement assistance, orders may be placed for the specific required positions.
- In the absence of a BUYT, the local Administrative Representative will provide those services that are necessary for the unit to function.

Procedures for Notification of On-Call Status

The BUYT leader will ensure that GBCC has a current roster prior to the on-call date. GBCC will notify the BUYT leader of any changes to the rotation. BUYT members are responsible to know the on-call schedule and to be available. If unavailable, it is the team member’s responsibility to inform the BUYT leader and local dispatch of status change.

2024 GB Geographic Buying Team Rotation Schedule			
Each on-call period will run for two weeks commencing at 0001 Hours (Mountain Time) on Friday of the first week and will terminate on Thursday at 2400 Hours (Mountain Time) two weeks later.			
Alert Dates	Team Name	Team Name	Team Name
Activation Order	First Out	Second Out	In GACC Only
May 10-May 23	Team 3 Pitchford	Team 4 Beck/Aslett	Team 2 Haycock
May 24-June 6*	Team 4 Beck/Aslett	Team 2 Haycock	Team 3 Pitchford
June 7-June 20*	Team 2 Haycock	Team 3 Pitchford	Team 4 Beck/Aslett
June 21-July 4*	Team 3 Pitchford	Team 4 Beck/Aslett	Team 2 Haycock
July 5-Jul 18	Team 4 Beck/Aslett	Team 2 Haycock	Team 3 Pitchford
July 19-Aug 1	Team 2 Haycock (Unavailable Jul 24-29)	Team 3 Pitchford	Team 4 Beck/Aslett
Aug 2-Aug 15	Team 3 Pitchford	Team 4 Beck/Aslett	Team 2 Haycock
Aug 16-Aug 29	Team 4 Beck/Aslett	Team 2 Haycock	Team 3 Pitchford
Aug 30-Sept 12*	Team 2 Haycock	Team 3 Pitchford	Team 4 Beck/Aslett
Sept 13-Sept 26	Team 3 Pitchford	Team 4 Beck/Aslett	Team 2 Haycock
Sept 27-Oct 10	Team 4 Beck/Aslett	Team 2 Haycock	Team 3 Pitchford
Oct 11-Oct 24*	Team 2 Haycock	Team 3 Pitchford	Team 4 Beck/Aslett

GBCC will maintain a Geographic BUYT rotation located at:

https://gacc.nifc.gov/gbcc/logistics/docs/Geo-Buying-Team_Rotation.pdf

PAYMENT TEAMS See *National Interagency Standards for Resource Mobilization*

REMOTE INCIDENT SUPPORT TEAM (RIST)

See *National Interagency Standards for Resource Mobilization*

BURNED AREA EMERGENCY RESPONSE TEAMS (BAER)

See *National Interagency Standards for Resource Mobilization*

NATIONAL FIRE PREVENTION / EDUCATION TEAMS (NFPET)

NFPETs are ordered through normal dispatch procedures. Include a detail request form with the order when appropriate. See *National Interagency Standards for Resource Mobilization*

Great Basin NFPET Coordinators

Dennis Fiore dennis.fiore@usda.gov Phone: 971-420-7050

Jennifer Hansen jehansen@blm.gov Phone: 435-289-8966

COMMUNITY MITIGATION ASSISTANCE TEAMS (CMAT)

See *National Interagency Standards for Resource Mobilization*

FIRE AND AVIATION SAFETY TEAMS (FAST)

See *National Interagency Standards for Resource Mobilization*

Great Basin Mobilization of FAST

Requests for a FAST shall be approved by the GBCG and will be coordinated by the GBCG Chair and the GBMAC Coordinator or the GBCC Center Manager when a GBMAC Coordinator is not assigned. FASTs are chartered by the GBCG, with a Delegation of Authority from the GBCG Chair or the GBMAC Coordinator that specifies the objectives and scope of their mission. The FAST leader will coordinate with the GBMAC for conference calls and feedback while in the field.

The Great Basin FAST sample Delegation is located at: https://gacc.nifc.gov/gbcc/GB_MAC.php under the MAC Plan header. A national FAST may be ordered through NICC and authorized through NMAC if qualified personnel are not available within the Great Basin.

AVIATION SAFETY and TECHNICAL ASSISTANCE TEAMS (ASTATs)

During high levels of aviation activity, it is advisable to request an ASTAT. An ASTAT's purpose is to enhance risk management, efficiency, effectiveness and provide technical assistance while reviewing aviation operations on wildland fires.

- **ASTAT Configuration**
 - THSP - Aviation Safety Manager
 - THSP - Operations Specialist (helicopter and/or fixed wing)
 - THSP - Pilot Inspector
 - THSP - Maintenance Inspector (optional)
 - THSP - Avionics Inspector (optional)
 - ACDP - Aircraft Dispatcher (optional)

Great Basin Mobilization of ASTAT

An ASTAT will operate under a Delegation of Authority from the appropriate State/Regional Aviation

Manager(s) or GBCG/GBMAC. Formal written reports shall be provided to appropriate manager(s) as outlined at the in-brief. The team should be developed to fit the need of the requesting unit.

SERIOUS ACCIDENT INVESTIGATION TEAMS (SAIT)

SAITs are mobilized to investigate serious wildland fire accidents. Serious wildland fire accidents are defined in the *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*

Team members ordered through established channels will be mobilized as THSPs. Requests for SAIT members will be placed using individual overhead requests.

Normal SAIT Configuration is as follows:

- THSP – Team Leader
- THSP – Chief Investigator
- THSP – Advisor/Safety Manager
- THSP – Interagency Representative
- THSP – Subject Matter Expert (experienced in specialized occupation)
- THSP– Public Affairs Officer

CRITICAL INCIDENT STRESS MANAGEMENT (CISM) TEAM

A critical incident is any unexpected, traumatic event that affects an individual's feelings of personal safety, their ability to perform daily activities and their ability to concentrate on their normal job duties. A critical incident is not defined by the incident itself; it is defined by individuals and/or an organization's reaction to what occurred.

The decision to order CISM should be made carefully and should be based on recognition of need, not strictly the occurrence of an event. What is appropriate will depend on the nature, severity, and duration of the event; the number, skills, and cohesiveness of those involved; level of operational engagement, and the severity of their physical and emotional symptoms. The Agency Administrator or their designee should contact the Great Basin Coordination Center who will provide contact information for the CISM Coordinator to discuss the need for crisis intervention and determine the appropriate response strategy.

CRITICAL INCIDENT PEER SUPPORT GROUP (CIPS)

One of the most effective intervention strategies to deliver CISM is through Critical Incident Peer Support (CIPS). CIPS is about peers, or "people of mutual respect" helping each other. In wildland fire, it is the shared culture and experiences which form the foundation of peer support. A Critical Incident Peer Support Group consists of a Regional CISM Coordinator, peer group leader, peer supporters trained in critical incident stress response processes, and a licensed mental health professional under agency contract.

Critical Incident Peer Support Groups are mobilized through the normal dispatch channels. Requests for CISM services are made through the unit's dispatch to GBCC from the Agency Administrator, or designee, of the jurisdiction the incident occurred on.

GBCC will create the incident, coordinate with management to determine the appropriate charge code, and create associated reviews via IROC.

The Regional CISM Coordinator will provide the names of the CIPS group members to GBCC, and the order will be filled via roster. CISM personnel are ordered as CIPL (Peer Group Leader), CISM (Peer Supporter), or THSP (Technical Specialist).

Timeline – CISM intervention (peer support) generally starts no sooner than 48-72 hours after an incident. Crisis intervention is not an emergency however assistance should be ordered as soon as a need is identified. It is important to allow time for affected individuals to disengage operationally and re-connect with family or friends. Once this occurs individuals are typically emotionally ready to benefit from peer support. CIPS Groups are mobile and available to travel to the affected individuals or group's home unit, or an incident if needed. This allows personnel to return home prior to receiving services rather than being held at the incident location or remain operationally engaged until CIPS personnel arrive.

Mental Health Professional Acquisition

A key component of CISM is trauma trained clinicians who utilize the International Critical Incident Stress Management (ICISF) model for crisis intervention. Since these specialists reside in the private sector only, the Forest Service and the Bureau of Land Management have established contracts for mental health professionals. If the services for a mental health professional exceed \$2,500 (USFS) or \$10,000 (BLM) micro-purchase limits the national contracts must be utilized. Mental health professionals whose services are less than \$2,500 (USFS) or \$10,000 (BLM) may be acquired directly from the vendor. The BLM and Forest Service Regional and National CISM Coordinators will facilitate all requests for services from the national contract specific to their agency. The BLM National CISM Coordinator will assist the other DOI wildland fire agencies who wish to make a request for mental health professional services through the BLM's acquisition authority for the contract. The Great Basin Coordination Center and/or the Great Basin CISM Coordinator can help to facilitate the process.

For more information refer to *Great Basin Interagency Standards for Mobilization*, Supplement 2, Critical Incident Stress Management or the National Interagency CISM Peer Support website at: <https://gacc.nifc.gov/cism/>

SPECIALIZED OVERHEAD POSITIONS

Fire Security Positions

The job titles for ground level security personnel working in the facilities and field security areas reflect the training and experience necessary to safely accomplish the job. For agency specific requirements for Security Specialist Level 1 & 2 and Security Guards see the *Federal Wildland Fire Qualifications Supplement*.

Cache Demobilization Specialist (CDSP)

CDSP may be ordered by the IMT or local cache unit and must be coordinated with GBK prior to ordering. The CDSP will report to the Logistics Section Chief or unit Fire Management Officer. A CDSP should be in place at the incident a minimum of 2 days prior to the demobilization date. However, they can be requested at any time to assist in the return of supplies, as needed.

A CDSP will assist in the return of supplies and provide advice in the handling of sensitive items and hazardous materials. Use of this position can help reduce costs associated with sorting and marking supplies, with documentation and to place supplies in an available status quickly. CDSP is recommended on all incidents with more than 500 personnel at full mobilization.

Contract Equipment Specialist

The Fire Contract Equipment Administrator (FCEA) works directly with the Intermountain Regional Fire Equipment Contracting Officer and all other Contracting Officers associated with IBPAs under an interagency agreement from the Great Basin Coordinating Group.

The FCEA duties include the following:

- Provides fire contracting support within the Great Basin, including Forest Service, Intermountain Region 4, and Bureau of Land Management, Idaho, Nevada, and Utah.
- Coordinates and/or conducts inspections and reviews of contractor equipment, and personnel

qualifications ensuring compliance to contracts and NWCG standards.

- Performs site visits after coordinating with local dispatch centers and fire management personnel to identify and evaluate contractor performance or other issues conducting formal and informal communications with GBMAC group, State FMOs, IMTs or local Fire Management officials.
- Serves as a point of contact for the Incident Contract Project Inspector (ICPI) and affected Contracting Officers dealing with contract compliance issues. Provides Contracting Officer with proper documentation and coordinates corrective actions with Contractor and IMT.
- Acts as representative for the Great Basin for national policy and procedural discussions as it relates to fire equipment and contract training.
- Will follow up with local FMOs and IMTs providing written feedback regarding site visits addressing specific issues and recommendations.

Incident Business Advisor

The Incident Business Advisor (INBA) serves as liaison and advisor to the Agency Administrator (AA), working directly for the AA or their delegate. The INBA is recognized as an interagency position and serves as a “bridge” to the AA, the IMT and other incident support functions. This bridge provides a communication flow to assigned resources with the focus being successful incident business management practices. The INBA will facilitate the unit’s ability to implement sound incident business practices such as cost effectiveness and proper financial documentation.

Incident Contract Project Inspector (ICPI)

ICPIs may be ordered to provide support to the local unit and IMT with inspections and documentation of contracted resources. ICPI will work closely with Operations, Logistics, Finance and the local unit conducting contract compliance inspections. ICPIs coordinate actions with the IMT, Contracting Officers and/or the Regional Fire Contract Equipment Administrator for non-compliance issues.

Human Resource Specialist (HRSP)

HRSP should be considered for all CIMT incidents. For incidents on USFS lands or jurisdiction, a HRSP is required if the incident has more than 300 people. ICs should evaluate the need for this position on incidents with less than 300 people and order as needed.

HRSP is responsible for the following:

- Monitoring for inappropriate behaviors
- Providing awareness/education on expectations for mutual respect and a harassment free work environment
- Initiating corrective action to resolve and/or prevent problems.
- Preparing reports on activities related to human resources.
- Address inappropriate practices or conditions through the IC and/or other regular lines of authority.
- Matters that cannot be resolved during the incident will be relayed to the host incident unit for further action.
- HRSP are not utilized as the point of contact for coordination of CISM and CIPS activities. The IC is responsible for making the request through the Agency Administrator when support is required.

Union Representatives

A union representative is required whenever three hundred (300) individuals (regardless of agency) have been assigned to a Forest Service incident, or when three hundred (300) Forest Service employees have been assigned on another agency’s incident.

ICs are responsible for notifying GBCC and the local dispatch center when this criterion has been met. GBCC will notify the Regional Union Vice-President:

Shawn Stanford Phone: 208-253-0125 (work) or 385-251-5063 (cell).

Notification will include the fire name and the name of the IC along with contact information.

Interagency Resource Representative (IARR)

IARR may be assigned to support Great Basin resources on incidents in other geographic areas when four or more crews, or 15 engines are committed, or when agency management determines a need. Requests for IARR will be initiated on the GBCC support order and report daily to the Coordinator on Duty (COD), IARR coordinator or the GACC center manager.

As a representative of the Great Basin, the IARR will act as liaison between area resources and the IMTs, hosting GACC, hosting Agency Administrator/Fire Management organization, and represents the interests of the sending area in relation to the GBCC resources.

Duties of the IARR consist of but are not limited to:

- Providing oversight and assistance to ensure resources performance, pay accident/injury, medical care, human resources, R&R logistics, travel, and cultural issues.
- Provide assistance, as needed, to the local expanded dispatch, demobilization unit, mobilization centers and GACCs.
- They may also attend IMT briefings, strategy meetings and planning sessions to keep current on incident plans and resource movement.

USFS Region 4 - Hazard Tree Blasters

For information regarding hazard tree blasters, see the following link or contacts below.

http://fsweb.r4.fs.fed.us/unit/rf/safety_wellness/blasting/index.shtml

Regional Coordinator, Steven Johnson, Phone: 801-625-5222

Regional Blaster, Shane Yarrington, Phone: 801-739-5502

Hospital Liaisons

Caring for personnel injured in the line of duty is a critical role for all agencies within the Great Basin. GBCG has developed an interagency roster of individuals who have been trained and are available to meet injured firefighter/personnel at any hospital within the geographic area. The hospital liaison will serve as support and advocate in those critical first hours until family, or other support personnel, can arrive.

GBCC will make notifications to the hosting incident agency duty office and the injured personnel agency duty officer and assist with upward notifications.

USFS/R04 Hospital Liaison Coordinators will be contacted in the following order:

Paul Gauchay, phone: 801-999-2110

John Knighton, phone: 385-467-4357

Terry Swinscoe, phone: 801-368-7197

EMERGENCY MEDICAL SERVICES (EMS) BY STATE

Idaho

EMS Reciprocity in Idaho

The priority for EMS used on wildland fires in Idaho shall be EMS providers licensed by the State of Idaho. Further direction, priority and details can be found in the Idaho supplement to Chapter 50 of the *NWCG Standards for Interagency Incident Business Management (SIIBM)*.

<https://gacc.nifc.gov/gbcc/business.php>

Nevada

EMS Reciprocity in Nevada

The State of Nevada EMS Services are governed by NRS 450B and NAC 450B, though counties may have heightened requirements due to agreements and contracts. Further direction, priority, and details can be found in the Nevada supplement to Chapter 50 of the *NWCG Standards for Interagency Incident Business Management (SIIBM)*. <https://gacc.nifc.gov/gbcc/business.php>

Utah

EMS Reciprocity in Utah

The Utah Division of Forestry, Fire and State Lands maintains a cooperative rate agreement or EERA. The resources can be ordered through the Utah Interagency Fire Centers (NUC, CDC, UFC, RFC and MFC). The Utah Centers operate on the closest forces concept and will order local EMS when available.

EMS Utah Protocol

The IC or Medical Unit Leader (MEDL) will gather the medic's State EMS cards, make a copy, fill out the Medical Reciprocity Form and submit this information to the Utah Bureau of State Emergency Medical Services Office at <https://bemsp.utah.gov/> 801-273-6666 or Toll Free: 800-284-1131.

EMS providers will contact the local medical control facility (closest hospital with an emergency room) and provide the following information: Location of the incident, that medical EMS support is located on scene, the kind and type of resources on scene and an estimated duration of the incident.

Medical control is provided through the hospital where patients will be transported. This may include the closest trauma center, burn center and medical air ship for the area, which may be in a neighboring state.

EMS providers from out of state have 48 hours to complete the documentation to continue working within the state. EMS Bureau can grant a 21-day certificate to work on an incident in Utah.

Wyoming

EMS Reciprocity in Wyoming

The State of Wyoming Office of Emergency Medical Services (OEMS) may grant an Emergency License to an individual as an EMR, EMT, AEMT, IEMT, or Paramedic based on written, or electronic, confirmation that the individual is currently licensed, or was previously licensed at a comparable level in another state.

To request an Emergency License, the responsible individual will electronically submit a Wyoming Emergency License Application or a NWCG Limited Request for Recognition Form. These forms can be accessed at: <https://health.wyo.gov/publichealth/ems/ems-forms/>

Once granted, an Emergency License is incident specific and expires when the emergency no longer exists, the licensee's services are no longer required, or ninety (90) days from the date of issuance. If an emergency exists for greater than ninety (90) days, a new request for licensure must be completed.

For additional information contact WY EMS Licensing Coordinator

Scott Logan, Phone: 307-777-3622, or scott.logan@wyo.gov.

See the OEMS Licensing Announcement at <http://health.wyo.gov/wp-content/uploads/2018/08/Emergency-Licensing-Announcement.pdf>

Emergency Structure Protection Modules

USFS / R4 Structure Wrapping

Structure wrapping personnel can be ordered for the wrapping and un-wrapping of federally owned buildings (e.g., historic buildings, lookouts etc.). This module consists of five to ten personnel with equipment who are fire line qualified and trained in OSHA fall protection standards and climbing.

Units can order structure wrapping personnel through GBCC. The orders should be placed as individual Overhead requests for "THSP" with "structure wrapping personnel" documented in Special Needs. GBCC requires advanced notification of the need for this specialized resource.

Module Coordinator, John Wallace, Phone: 208-781-2596

Training Coordinator, Farrington (Christian) Goodlander, Phone: 208-821-5014

GREAT BASIN PRIORITY TRAINEE PROGRAM

The Great Basin Priority Trainee Program (GBPTP) is to facilitate the mobilization of Great Basin trainees for quality assignments to support position task book completion. The desired result is to continue to support the nation with high quality, professional Incident Management Teams into the future.

The notification and mobilization process of priority trainees is a team effort. The Priority Trainee Program Duty Officer (PTP DO) and the Overhead Desk at the GBCC, coordinate and utilize the priority trainee list to mobilize priority trainees within and outside of the Great Basin. Additionally, Training Officers, supervisors, Incident Management Teams (IMTs) and trainees all play a part in program success.

Positions included in the GBPTP include but are not limited to:

- All Complex Incident Positions
- Incident Commander Type 3
- All Logistics Section positions
- All Finance Section positions
- Incident Business Advisors
- Buying Team Members
- All Planning Section positions
- Operations Section positions
- Task Force Leader and above
- Air Operations positions (including Heli base Manager, Single Engine Air Tanker Manager)
- Expanded Dispatch Positions except for Expanded Dispatch Recorders

Resources with an open Position Task Book for a position that is included in the program, should inform their home unit supervisor and/or training officer of an interest in participating in the program, and to discuss home unit policy and expectations regarding program involvement. Trainees should only submit a nomination after receiving approval from home unit supervisor and/or training officer.

At the close of the initial nomination submission period, Local unit training officers will determine trainee priorities by position from their local unit and submit the priorities to the Zone Training Representative (ZTR). The ZTRs will determine trainee priorities by position for the zone. Finally, the ZTRs and the Great Basin Training Committee will set the final Great Basin priorities for each trainee position.

The Great Basin Training Center will compile and maintain the list to be posted to the GBCC webpage.

During an initial Great Basin IMT mobilization, up to eight trainee positions may be mobilized by the GBPTP. These positions, usually identified by the IMT prior to the scheduled on-call rotation period, are in addition to the six rostered training positions allotted to each IMT. The IMT roster coordinator will work with the GBPTP duty officer to facilitate this process prior to, and during, mobilization.

Ordering additional trainees, beyond the initial mobilization, is subject to direction given to the IMT by the Agency Administrator, usually at the in-briefing. The PTP DO will work with the Incident Training Specialist (TNSP) to provide a list of available trainees that are to be considered highest priority for new assignment to the incident as well as identify priority trainees to fill any trainee requests generated by the IMT.

The TNSP will contact the PTP DO about any trainee needs prior to placing the order. When no trainees are available from the GB PTP to fill the request, the PTP duty officer will work with other geographic areas to place their priority trainees.

Emphasis will be on quality assignments within the capabilities of the IMT and not on the number of trainees that can be mobilized.

The priority trainee list must be exhausted in a given position before a name request for a trainee can be ordered that is not part of the GB PTP.

Name request for Geographic Area Priority Trainee positions will be justified within special needs only after being approved by the Geographic Area Priority Trainee Duty Officer.